

Job Description: Fencing Assistant Coach

OVERVIEW		
Job Title	Sport Assistant Coach	
Reporting Relationships	Reports to : Coach / General Manager	
Role Purpose	The Assistant Coach is responsible for delivering quality coaching to Clement Sports customers, including after-school programs, physical education school programs, corporate events, and sports shows. This includes coaching young people aged 4 to 13 and adults aged 14 and above. The Assistant Coach is required to maintain a positive learning environment for students, ensuring excellent standards of behavior and attitudes appropriate for a high-quality sports education environment.	

KEY ACCOUNTABILITIES & ACTIVITIES	
Key Accountabilities	Key Activities
1. Health & Safety	Ensures that all relevant safety procedures, instructions and controls are adhered to so that student's health and safety can be ensured;
2. Preparation & Planning	- Assists the Coach in the preparation of the session. - Assists the coach in conducting the class.
3. Leadership & Attitude	Provides effective leadership within Clement Sports by adhering to the established rules and standards of the company
4. Coaching Delivery	- Delivers quality, age and gender-appropriate track and field coaching to fencers by : - Assist the coach in teaching basic skills, tactics and techniques; - monitoring and enhancing performance by providing tuition, encouragement and constructive feedback; - identifying strengths and weaknesses and taking actions to encourage strengths and rectify weaknesses; - undertaking administrative tasks including records of attendance, reception of students and parents, ... - assisting with sports promotion/development

5. Equipment and Materials Management	Participate with maintenance (including inventories) of all sport equipment and materials and advice the Technical Manager of any necessary repairs, replacements or purchases required.
6. Liaison with others	- Works with coaches and administrative staff within all Clement Sports team. - Works with Clement Sports partners and their employees, like school teachers and PE teachers, Qatar Sport Federations, Aspire Academy, and any other partners of Clement Sports.
7. Camps and Competitions	Contributes to the delivery of a high quality organization for the sport competitions, events and holiday camps delivered by Clement Sports.

MAIN CONTACTS/OPERATING NETWORK				
Contact Group	Status (internal/external)	Purpose	Divergent/Shared	Frequency
Management	Internal	Reports for technical or admin	Shared	Weekly
Coaches	Internal	Reports for effective delivery of coaching for students.	Shared	Daily
Students	Internal	Ensures students receive the best possible holistic support to enable them to maximise their sporting potential	Shared	Daily
Technical Manager	Internal	Shares information	Shared	Daily

TRAINING	
Procedures	Sport Assistant Coach will be trained to all admin procedures in the academy.
Group classes	The Sport Assistant Coach will be trained in all academy processes for managing group classes across different programs.
Individual classes	Sport Assistant Coach will be trained to meet the minimum requirements necessary to provide high-quality foundational instruction in individual lessons.

QUALIFICATIONS/REQUIREMENTS	
Necessary knowledge and Experience to be able to do the job	• Demonstrate pedagogical and coaching skills, particularly with group of full beginners-students, and one-to-one lesson. Competitive section • Prove learning skills in their specialized sport. • Prove verbal and written communication skills in English (French is a plus), which result in effective and appropriate communication with a broad range of people. • Master main specific sport terms in French and English. • Prove personal and professional skills related to dealing with students from widely diverse age groups and backgrounds. • Prove ability to co-ordinate and work within an environment of multiple partners, • Demonstrate understanding of the principles and application of coaching for sport in young students.
Education and Certification requirements	• Degree as Sport Coach, Sport Teacher, Fencing Coach. Fencing Certificates,... able to work with school students, club public, and corporate teams.
Job specific technical Skills	• Evidence of group coaching support for full beginners, school students, corporate publics, beginner or advance students. • Evidence of one-to-one coaching support for young and adult, from beginner level.
Salary and compensations	• Visa, Medical Inspection, Residency, ... at the expenses of the academy • Travel expenses to come for Qatar and return to country at end of the contract at the expenses of the academy • National Health Card insurance at the expenses of the academy • Net salary 1800-2800 USD /Month depending qualification – No revenue tax- • 20 working days annual leaves + 11 days leaves